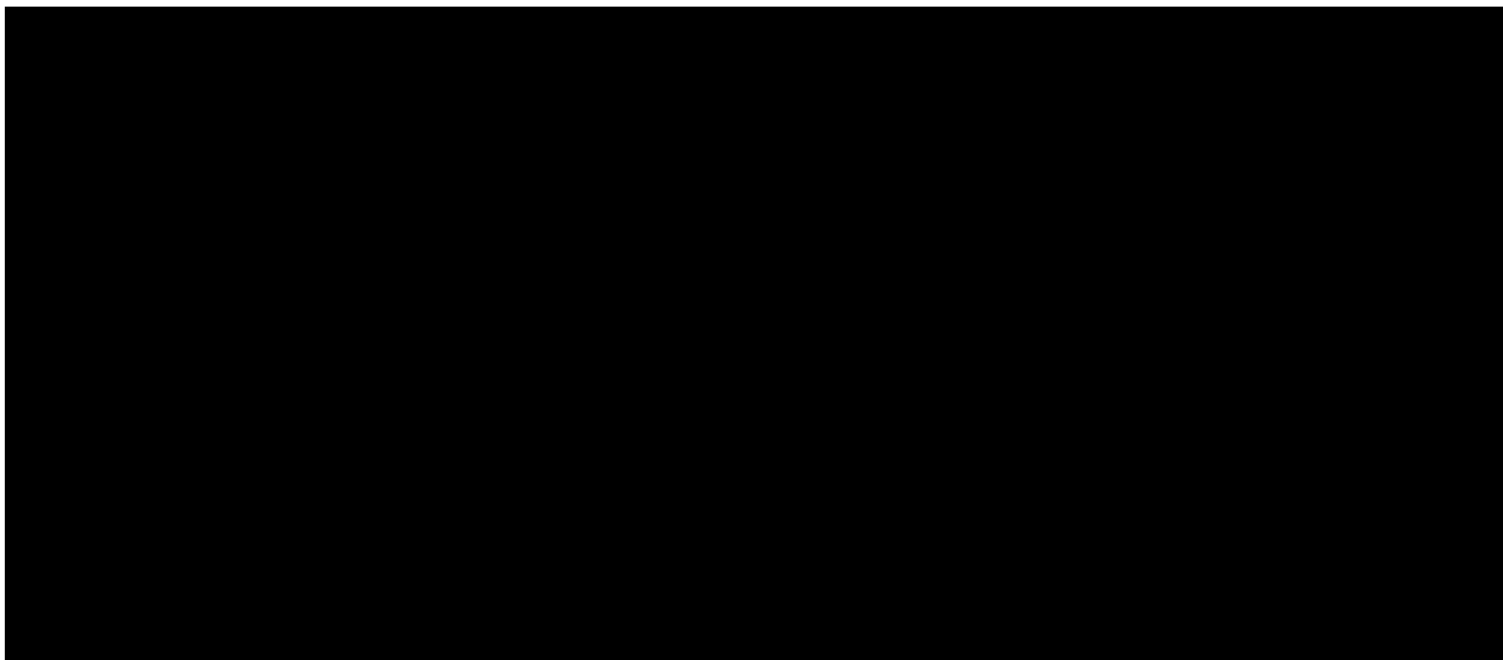


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CONTRACT BRANCH

Contracts, Amendments, executed during the period 1 November to 5 November 1954



Other Actions Completed - 1

Status of Contract Actions Pending

A.	No Action	4	
B.	Pending Receipt of More Information, Clearances, etc.	23	
C.	Pending Bid Opening and Award	8	
D.	Negotiations Underway	24	
E.	Pending Drafting of Contractual Documents	10	69
F.	No Further Action Required by Procurement Officer		
	1. Pending Administrative Processing*	20	
	2. Pending Signature of Contractor	8	
	3. Pending Signature of Contracting Officer	7	<u>35</u> 104

\*This includes but is not limited to: typing of forms, administrative review, review by Counsel, obligation by Finance or Fiscal, security clearance, approval of use of alias, etc.

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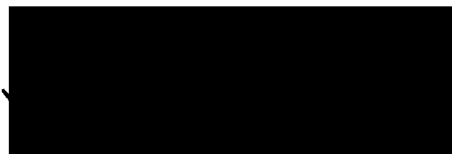
NOTE: 10 actual requisitions and 7 memos and letters were received during the week which will require a contract or other action by the Contract Negotiators. Since, in many cases, two or more of these documents may be consolidated into one action, these figures do not necessarily mean that 17 separate actions will be required. The figures above of contract action requests received, completed or pending are on this consolidated basis. The consolidations, cancellations, and transfers resulted in a net new contract action of 9. The number of contract documents pending increased by 3 from 101 to 104.

Requisitions and Memoranda:

Brought Forward:	101
Received	9
Completed	6
Pending	104

Requisitions Processed:

Under 30 days	0
30 - 60 days	5
Over 60 days	$\frac{1}{6}$



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WEEKLY REPORT

5 November 1954

Period Covered 1 November 1954 through 5 November 1954

Status of Contracts Requiring Administrative Action, Contract  
Administrative Section, Contract Branch, PD/LO

Total Active Contracts Beginning of Period.....	446
New Contracts Added During Period.....	1
Total.....	447
Contracts Closed out During Period.....	20
Total Active Contracts End of Period.....	427

Of the above contracts, administrative action was required as follows:

1. Number of Contracts requiring administrative action which was not critical or urgent..... 87
  2. Number of Contracts requiring administrative action which was critical or urgent..... 4
  3. Number of Contracts on which no action was required..... 336
- Total Active Contracts..... 427

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